

TO: Members of the Stafford County Community Policy and Management Team

FROM: Donna Krauss
Assistant to the County Administrator
For Human Services

DATE: May 16, 2013

RE: Minutes from the April 15, 2013 meeting
Notice of the May 20, 2013 meeting

Enclosed please find the minutes from our last CPMT meeting. If there are any questions, changes, or comments, please call me at 658-4622.

Our next meeting is scheduled for May 20, 2013 at 2:00 p.m. in the ABC Conference Room.

Thank you.

County of Stafford Community Policy and Management Team
ABC Conference Room- Stafford County Government Center
Minutes April 15, 2013- 2:00 pm

Call to order- The meeting of the Stafford CPMT was called to order at 2:00 pm.

- Present were Mr. William Tignor (parent representative), Mr. Michael Muse (Stafford DSS), Ms. Julia Dorsey for Ms. Jean Johnson (Health Department), Mr. Vince Butaitis (CSU), Mr. Ronald Branscome (RACSB-Chairman), Ms. Susan Clark (Stafford County Public Schools), and Mr. Robert Thomas (Board of Supervisors)
- Others: Ms. Donna Krauss (Assistant to the County Administrator for Human Services), Ms. Stephanie Beamer (Coordinator for Human Services), and Mr. Anthony Romanello (County Administrator and CSA Fiscal Agent)
- Absent: Ms. Debe Fults (disAbility Resource Center)

1. Approval of the Minutes- Minutes of the March 18, 2013 CPMT meeting were reviewed by the CPMT members. A motion was made to approve the minutes, seconded, and approved. The secretary was authorized to sign. 7 yes 0 no vote
2. Public Comment – No requests for public comment
3. Closed Meeting- Mr. Branscome moved for approval to convene in closed meeting pursuant to Virginia Code §2.2-3711 A (15) to discuss medical records excluded from 2.2-3711 pursuant to subdivision of 1 of 2.2-3705.5
 - 1A- request for funding of a group home placement
 - 2B- request for funding of an assessment and diagnostic residential placement
 - 3C- request for funding of a group home placement

Certification of Closed Meeting, a call for certification from all members that, to the best of their knowledge, the CPMT discussed only matters lawfully exempted from statutory open meeting requirements; and only public business matters identified in the motion to convene the closed meeting.

Roll call vote 7 ayes

➤ Action on funding requests

- 1A- motion made to approve request for services up to 6 months, seconded and approved. 7 yes 0 no.
- 2B-motion made to approve request for services up to 3 months, seconded and approved. 7 yes 0 no.
- 3C-motion made to approve request for services and follow all FAPT recommendations. 7 yes 0 no.

4. Case Presentation-
 - 4D- request for re-determination of parental co-payment. Motion to approve Human Services Office staff recommendation, seconded, and approved. 7 yes 0 no vote
5. CSA Program financial report-
 - Ms. Donna Krauss requested approval of the match for the re-allocation of funds for the students with disabilities funding category. The state approved an additional \$31,990 to Stafford County. A motion was made to approve request, seconded, and approved. 7 yes 0 no vote

6. Supplemental Foster Care Expenditures and Notification of Payments-

- Mr. Michael Muse presented the foster care expenditures and payment notifications for March 2013. A motion was made to approve the expenditures and notification of payments, seconded, and approved. 7 yes 0 no vote

7. CPMT old business-

- Mr. Bill Tignor presented the ethics policy draft for the OCS audit to the Team members for approval. A motion was made to approve the policy with the addition of including “also the appearance of unethical behavior”, seconded, and approved. 7 yes 0 no vote
- Ms. Donna Krauss requested that two new members participate in the Risk-Assessment sub-committee for the self-assessment audit. Ms. Sue Clark and Mr. Vince Butaitis agreed to serve on this sub-committee.

8. CPMT new business-

- No new business

9. Other business-

- No other business.

Adjournment- As there was no other business the Team agreed to meet on May 20, 2013.

Ms. Donna S. Krauss
Assistant to the County Administrator
For Human Services

Date

Mr. Michael Muse
Secretary

Date